

SLAUGHAM PARISH COUNCIL

Parish Council Meeting MINUTES

Meeting held on

Thursday 30th April at 6.00pm – The Sports Pavilion, High Street, Handcross

Sally Mclean – Parish Clerk clerk@slaugham-pc.gov.uk Website: <http://www.slaughampc.co.uk> Tel: 01403 733881

Press and Public are welcome to attend - The Parish Council is an open and transparent local authority and encourages public attendance at meetings.



Present: Cllr Eric Prescott (chair), Lesley Read, Gary Marsh, Jane MacNaughton, James Keating, David Dunn

1. **Apologies for Absence:** To receive and accept apologies for absence. Cllr Julia Elliott, Ken Boyle
2. **Declaration of interest from members in respect of any items on the agenda:** To record any declarations of interest: None
3. **Approval of the Minutes of the Previous Meeting/s held on 26th March 2026** -To receive and accept the Minutes Proposed Cllr David Dunn, Cllr Eric Prescott
4. **Adjournment for questions from the public:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance in respect of items on the agenda: **None**
5. **Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
 - 5.1. **Mid Sussex District Council (MSDC):** Press Release/s updates *cc'd in advance*
Mid Sussex District Plan Review. The District Plan remains under independent Examination following the Inspector's post-hearings letter (IDJB-12), which requires the Council to test a higher housing requirement in the range of **1,200–1,300 dwellings per annum**, including a substantial contribution towards unmet needs from neighbouring authorities.
To meet this requirement, the Inspector has directed the District Council to identify approximately 4,000 additional homes beyond those already included in the submitted Plan. The Council has undertaken a full re-appraisal of all promoted sites using the revised Site Selection Methodology (MS-12), published in March 2026, and has confirmed that a long-list of sites totalling **4,063 dwellings will be subject to technical "in-combination" testing, including Sustainability Appraisal, Habitat Regulations Assessment and transport modelling.The Council has emphasised that inclusion on the long-list does not represent a final allocation. No decisions have yet been made, and the list will be refined once the technical assessments are complete. Further updates are expected following publication of the updated evidence base and the Inspector's subsequent directions.
 - 5.2. **WestSussex County Council County Local Committee(WSCC/CLC)** – Press Release/s updates *cc'd in advance*
6. **Committee Reports:** Council to consider the recommendations, receive and note committee and advisory group/updates: To approve meeting and or briefing notes received in advance of the meeting convened:
 - 6.1. **Finance & Policy Committee:** To update members on current activities and to approve meeting/note minutes from meeting held: That the Council receive and approve the minutes of the Finance & Policy Committee meeting held on 20th April 2026, and note the Committee's recommendations, including the proposal to rename the Committee to the Finance, Governance & Estates Committee and the associated revisions to the Terms of Reference (*attached*) Proposed Cllr Gary Marsh Second Cllr David Dunn APPROVED RESOLVED
 - 6.2. **Recreation:** To update members on current activities and to approve meeting/note minutes from meeting held: 20th April 2026 (*attached*) NOTED
 - 6.3. **Neighbourhood Planning: Land at St Martin Close** - To update members on current activities to review and approve meeting/note minutes where required:
 - 6.4. **Planning Committee:** Members to consider updates: To approve meeting minutes of meeting/notes 20th April 2026 (*attached*)
 - 6.4.1. Members are asked to consider the following applications received from the Local Planning Authority (LPA) under the Town and Country Planning Act 1990 and to determine the Council's consultation responses. In doing so, Members are asked to have regard to the Council's statutory role as a consultee, the National Planning Policy Framework (NPPF), the emerging Mid Sussex District Plan, and the made Slaugham Neighbourhood Plan, together with any other material planning considerations and representations received.

Ref. No: DM/26/0899 - Hollingbury Place Hollingbury Court Cuckfield Lane Warninglid Haywards Heath West Sussex RH17 5SP
Oak - reduce canopy by 3m to promote new growth. Expiry Fri 1st May 2026
SPC NO OBJECTION
Ref. No: DM/26/0961 - 2 Fountain Mews High Street Handcross Haywards Heath West Sussex RH17 6BH
Proposed single storey rear extension. Expiry Tue 12th May 2026
SPC NO OBJECTION
 - 6.4.2. Members are asked to consider the correspondence regarding the recent planning permission DM/24/2409 - Slaugham Garden Nursery, Staplefield Road (*Proposed conversion of barn to residential use to create one 2-bedroom dwelling, including removal of existing hard standing and landscaping*) and determine whether the Parish Council wishes to pursue any further correspondence or engagement within its statutory remit. No further action
7. **Chairman's Report:** to receive verbal report for the Chair:
 - 7.1. To update members on the acquisition of Woodgate Pavilion, Pease Pottage from Thakeham Homes. Nothing new to add
8. **Clerks Report** – to receive information, verbal or written report from the Clerk papers *cc'd in advance*
 - 8.1. Members review and adopt the revised governance and internal control policies as presented, noting the recommendation to adopt these documents in order to meet the requirements of Assertion 10 relating to internal control, risk management, governance arrangements, and the secure and proper management of Council information and systems.
 - 8.1.1. **Adoption of the IT Policy** – Members are asked to review and adopt the revised IT Policy as presented, confirming that it meets the requirements of Assertion 10 relating to internal control, governance, risk management, and the secure handling of Council information and systems (*attached*). Proposed Cllr Eric Prescott Second Cllr David Dunn APPROVED RESOLVED
 - 8.1.2. **Adoption of the IT Support Agreement Terms** – Members are asked to adopt the revised IT support terms noting that they form part of the Council's internal control framework and support the requirements of Assertion 10 in relation to governance, risk management, secure system operation, and the effective implementation of the Council's IT Policy (*attached*) Proposed Cllr Eric Prescott Second Cllr Lesley Read APPROVED RESOLVED

9. Finance Matters Payments and receipts The Committee is asked to RESOLVE to approve:

9.1. Payments and receipts The Committee is asked to RESOLVE to approve: To approve Bank Reconciliation for March 2026 - Approval in line with scheme delegation (Ref: Bank Payment in advance) Proposed Cllr Eric Prescott Second Cllr Gary Marsh APPROVED RESOLVED

9.2. The Committee is asked to RESOLVE to approve the schedule of payments for April 2026 previously distributed. Proposed Cllr Eric Prescott Second Cllr Gary Marsh APPROVED RESOLVED

Slaugham Parish Council			
Balance Sheet as at 26th March 2026			
31st March 2025		31st March 2026	
Current Assets			
441	VAT Control A/c	13,033	
81,083	Current Bank A/c	73,133	
81,524			86,166
81,524	Total Assets		86,166
Current Liabilities			
5,446	Creditors	0	
5,446			0
76,078	Total Assets Less Current Liabilities		86,166
Represented By			
37,628	General Reserves	50,391	
0	EMR Election	500	
20,000	EMR Car Park Mac Hall	20,000	
1,485	EMR Knaps Field	(4,570)	
3,000	EMR Tree Surgery	3,000	
4,215	EMR Furnace Pond	4,215	
9,750	EMR Bus Shelters	9,630	
0	EMR Common Land	3,000	
76,078			86,166

The above statement represents fairly the financial position of the authority as at 26th March 2026 and reflects its Income and Expenditure during the year.

Money In		£35,783.67	Balance on 01 April 2026		£1090.00
Your Transactions		£32,242.83	Balance on 30 April 2026		£4,540.84
Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Apr 26	BRITISH GAS BGL0232427-022449	DD		231.82	768.18
07 Apr 26	Adobe CD 6945 06APR26	DEB		19.97	980.03
20 Apr 26	SERVICE CHARGES REF: 491219596	PAY	8.50		991.50
24 Apr 26	SSE ENERGY SUPPLY 0082527-DC0958898	DD		463.39	528.11
24 Apr 26	MD SUSSEX DISTRIC 50000000175264503	FPO		397.28	130.83
24 Apr 26	MD SUSSEX DISTRIC 60000000175423452 69454504	FPO	4,606.00		10,996.72
24 Apr 26	MD SUSSEX DISTRIC 100000001744927367 6905181	FPO		1,744.40	3,252.32
24 Apr 26	WEST SUSSEX COUNTY 20000000175267523 00330926	FPO		58.82	3,193.50
28 Apr 26	MAPLE ELECTRICS 20000000175267523 00330926	FPO		220.80	15,780.20
28 Apr 26	MAPLE ELECTRICS 60000000175267523 00331926	FPO		174.40	15,605.80
28 Apr 26	THREE MOBILE 50000000175254503	FPO		39.00	15,566.80
28 Apr 26	STERLING MAINTENAN 400000001762139322 24160	FPO		216.00	15,288.80
28 Apr 26	SURREY HILLS SOLIC 400000001762139322 1216	FPO		444.00	14,844.80
28 Apr 26	SUSSEX TREE SURGED 50000000175267523 00330926	FPO	810.00		14,034.80
28 Apr 26	REALTAS BUSINESS S 60000000175267523 00331926	FPO		619.20	13,415.60
28 Apr 26	STERLING MAINTENAN 100000001762139322 24160	FPO		85.20	13,330.40
28 Apr 26	ELLIS CLEANING SE 50000000175267523 00330926	FPO		109.20	13,221.20
28 Apr 26	STREETLIGHTS 400000001762139322 24160	FPO		126.00	13,095.20
28 Apr 26	STREETLIGHTS 200000001762139322 24160	FPO		342.24	12,752.96
28 Apr 26	STREETLIGHTS 200000001762139322 24160	FPO		450.00	12,302.96
28 Apr 26	SUSSEX TREE SURGED 50000000175267523 00330926	FPO		594.00	11,708.96
28 Apr 26	PARISH OFFICE 60000000175267523 00331926	FPO		310.54	11,398.42
30 Apr 26	MD SUSSEX DISTRIC 20000000175267523 00330926	FPO		1460.16	4,540.84
Total			£13,652.31		

10. Correspondence/Information Items/Publications/Consultations: (Correspondence cc'd in advance to members)

10.1. To update members of the government's consultation on local government reorganisation (LGR) in West Sussex. Further details on the reorganisation process and timelines can be found in the Ministry of Housing, Communities and Local Government summary here: <https://www.gov.uk/government/publications/local-government-reorganisation-letter-to-areas-invited-to-submitted-final-proposals/summary-of-the-local-government-reorganisation-process> and on our hub at www.shapingwestsussex.org. You can find more details about the government defined criteria which proposals are being assessed against here: <https://www.gov.uk/government/publications/local-government-reorganisation-invitation-to-local-authorities-in-two-tier-areas/letter-east-sussex-and-brighton>

11. Highways/Footpaths: to review highways projects/consultation items: Members are asked to consider the following:

12. Police / NHW Report / Resilience Group Reports

12.1. Crime Reports cc'd members – Updates issued to members in advance

13. Any other matters that the Chairman wishes to raise for future discussion:

14. Date of next meeting/s – 28th May 2026

Signed: _____ Date: _____